



## Safeguards & Security Working Group

### SAFEGUARDS & SECURITY WORKING GROUP

Meeting Minutes – July 30-31, 2008

The EFCOG Safeguards & Security Working Group (SSWG) was hosted by Pacific Northwest National Laboratory (PNNL), on July 30-31, 2008 at Richland, Washington. The purpose of the meeting was to receive briefings from each of the Sub-Groups.

The agenda for the meeting is attached. ([Attachment 1](#))

The meeting was attended by 22 attendees representing 16 different sites and the DOE. An attendee list is attached. ([Attachment 2](#)) The next tentatively scheduled meeting is late October 2008 at Long Island, New York.

Bryan Avery, the PNNL host, welcomed the EFCOG Safeguards & Security Working Group to Richland, WA. Following Mr. Avery's welcome, Mr. Jim Mulkey, Chair EFCOG Safeguards & Security Working Group, welcomed everyone to the EFCOG Safeguards & Security Working Group meeting. After which, he handed out the history of the EFCOG to attendees. ([Attachment 3](#))

John Amabile, Manager, Laboratory Protection Division, Brookhaven National Laboratory, gave a brief on the Fall 2008 EFCOG Safeguards & Security Working Group Meeting and Brookhaven National Laboratory "Sixty Years of Discovery 1947 – 2007". ([Attachment 4](#))

Cameron Andersen, Director, Safeguards and Security, PNNL, spoke on "HS-40 Integrated Program Review of Pacific Northwest National Laboratory (PNNL)". ([Attachment 5](#))

Mr. Mulkey discussed the following updated charters which are ready for approval:

- Safeguards & Security Working Group
- Cyber
- M&CA
- Security

Cyber Security Subgroup met and gave the attached out brief summary of future plans for the Subgroup. ([Attachment 6](#)) The Cyber Security Subgroup also handed out the HSS Office of Independent Oversight, Inspection Schedule, CY2008. ([Attachment 7](#))

M&CA Subgroup met and gave the attached out brief summary of future plans for the Subgroup. ([Attachment 8](#))

Security Subgroup met and gave the attached out brief summary of future plans for the Subgroup.

Each Subgroup was requested to use the attached example form "ISM Work Group Activity Schedule Input/Update Sheet" to report the past years accomplishments. ([Attachment 9](#))

The group picture is attached. ([Attachment 10](#))

The next EFCOG Safeguards & Security Working Group meeting is scheduled for October 22-23, 2008 which will be hosted by Brookhaven.



## Safeguards & Security Working Group

New Action Items are:

ASSIGNED	No.	ACTION ITEM	DUE
7/31/08	1	Each Subgroup to use example form.	Next Meeting
4/24/08	2	It was recommended that we have name tags at the meetings. Assigned: Riddle	Next Meeting
4/24/08	3	Define membership of Subgroups. Assigned: Mulkey	Next Meeting
4/24/08	4	Forward Draft Charters to Chairs. Assigned: Riddle	Now
4/24/08	5	Chairs to forward and work with members to complete Draft Charters. Assigned: Mulkey, Johns, Riddle, Johnson	Next Meeting
4/24/08	6	Approve Charters. Assigned: Mulkey, Bebon	August 2008
4/24/08	7	Forward the "Security Metrics" technical paper to Pam Horning for approval and distribution. Assigned: Mulkey	Next Meeting
4/24/08	8	Present "Protective Forces Injuries" at the next Annual EFCOG Meeting. Assigned: Brede	Feb. 2009
4/24/08	9	All members forward any additional information on Protective Forces Injury Rates to Brede. Assigned: All members	Next Meeting
4/24/08	10	Issue announcement letter for Cyber Security Subgroup Chair. Assigned: Mulkey	Next Meeting
4/24/08	11	Issue announcement letter for MC&A Subgroup Chair. Assigned: Mulkey	Next Meeting

### Review of Past Action Items

12/12/07	1	Develop a flow chart to represent the recommended methods of having Security, Technical, and Corporate documents & information releases to allow posting on the WEB. Assigned: Riddle	April 2008
12/12/07	2	Develop a flow chart to represent the method of establishing a "Sub-Committee Charter". Assigned: Riddle	April 2008

In closing, Mr. Mulkey again thanked Mr. Avery, PNNL, for hosting this meeting.

Respectively Submitted,

F. J. Riddle, Jr.  
Secretary  
EFCOG Safeguards & Security Working Group